4.8.10 Transaction Processing for Converting Component System Item to a Single Case

If an item was inadvertently included as part of a Component System, this convert function allows for the conversion of an existing component system item to a single-case record. This module allows the user online entry of the Property Case Number and Property Item Identifier of the component item to be converted. The data is verified to ensure that the case number entered is a component system and checks that the item has not been disposed or deleted. The user also has the option to scroll through each item of the component and select the item to be converted. The system assigns a new Property Case Number to the converted item.

NOTE: When navigating through NPDMS, the Fastpath name (limited to eight characters) is displayed on the fourth line starting at the center of the screen.

NOTE: The screen field data areas in the UOG are shown with either blanks, lines, or asterisks. Field data areas that are blank are not modifiable and display data if it is available. Field data areas with lines are modifiable and may be optional unless conditionally tied with other screen fields. If the field data area is tied to another field, NPDMS displays an appropriate warning or error message if an entry is required. Field data areas with asterisks require entry of data and may be modified if pre-filled by the system.

- From the NPDMS MAIN MENU (NDO000MB), type **5** at Enter Selection to access the TRANSACTION MENU (ND5000MA).

- Press **<Enter>**.

The TRANSACTION MENU (ND5000MA) is displayed.

```
                    NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM     03/01/01
ND5000MA / ND5000PA              TRANSACTION MENU                14:49:17
                            TX                                  MSXXX
                    Selections:

      1  Add                       8  Reversal
      2  Change                    9  Convert Case to Component
      3  Delete                   10  Convert Component to Case
      4  Receipt                  11  Enter SRD and GSA Control No
      5  Sales                     ?  In any field for Help
      6  Exchange (Trade-In)       .  Exit Transaction Process
      7  Freezes and Dispositions
         (Includes Scrap and Surveys)


      Enter Selection:  __
      Prop Case No:   804101 _____              Item Id:  __
      ECN:            _____             Cust Acct No:  _____
      ERN:            _____  (For Reversal only)
      Trans Id:       ____       (Process Final Disposition w/o Freeze)

  Navigation:  _____
  Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24---
        HELP  LOPF  PREV  RVW   CNCL                    CLEAR          EXIT
```

INPUT DATA

- Enter Selection   input value = **10**

- Prop Case No

- Item Id (optional)

- Press **<Enter>**.

- If the Item Id field is not entered, NPDMS displays the Component System Item Selection screen (ND4110MM) to select the items for conversion.

Appropriate data fields are populated and displayed by the system.

```
                    NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM        03/01/01
ND4110MM / NDX500PA         COMPONENT SYSTEM ITEM SELECTION         14:53:04
                                                                   MSXXX
Prop Case No: 804101 1060C164
Component System Name: NONE                         FSC Code: 7021  CC: A4
    Haz Mat Ind:      Precious Metals Ind:    Total Number of Components:  3
    DML Code:         Artifact:               Total Acq Cost:       187500.00
==================== SELECT COMPONENT RECORD TO CHANGE ====================
   Item          Item Name           Turn in Doc Nmbr   Cur    Cur Acq Cost
   Id                                                    Qty
1  01  COMPUTER, DIGITAL                                 25         2500.00
2  02  COMPUTER, DIGITAL                                 25         2500.00
3  03  COMPUTER, DIGITAL                                 25         2500.00
4
5
6
7
8

 Enter the Line No to process: _    (Enter 1-8)
                                                              More: N
Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24---
       HELP  LOPF              CNCL        PGUP  PGDN
```

INPUT DATA

- Enter the Line No to process   input values = **1 - 8**

- More   input value = **Y** or **blank**

- Press **<Enter>**.

- If the Component System has more than 8 component system items, the More field is filled with a **Y**. Press the **PF20** key. The screen displays an additional 1 - 8 component system items for selection.

4.8.10.1 Assign New Case Number

This process allows the user to convert a Component System Item to a Single Case held on the NPDMS Case File.

- From the Transaction Menu, type **10** at Enter Selection, enter the Property Case Number and the Item Id to access the CONVERT COMPONENT SYSTEM TO CASE screen (ND4800MA).

- Press **<Enter>**. The CONVERT COMPONENT SYSTEM TO CASE screen (ND4800MA) displays either one of two screens, one for Controlled Property or one for Non-Controlled Property.

Appropriate data fields are populated and displayed by the system.

Controlled Property

```
              NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM       03/01/01
ND4800MA / ND4800PA        CONVERT COMPONENT SYSTEM TO CASE      14:57:44
                              CO CO                           MSXXX

Prop Case No: 804101 1060C164      Item Id: 01  Cust Acct No: 33001
Local Ref No:                               Turn-In Doc No:
Initiators Name:                 Org Code:      Phone:(    )    -
 Item Name: COMPUTER, DIGITAL                   NSN: 1010
Mfg's Code:      Mfg's Name: GATEWAY 2000              Mfg Year: 2001
  Model No: BATC              Part No: 123
  Serial No: 456           MMA Code:      CC: A4     Cap Sens Code: X
  Item Desc:
       Qty: 25         Unit of Measure: EA     Unit Acq Cost: 2500.00
Warehouse Loc:            Contr Prop:             Tag No:
Reimbursement Code: 2      Grantee Prop:     Contr/Grantee No:
Exc/Sale:   Unclaimed Prop:   Date Found:    /   /    Fair Mkt:
         Shelf Life Type: 0  Exp Date:    /   /    Ext Date:    /   /
Haz Mat Code:       Precious Metals Code: A


                                       Convert Item (Y/N): _
Navigation: _____
Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24---
     HELP  LOPF  PREV  RVW   CNCL                                EXIT
```

or

Non-Controlled Property

```
                          NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM        03/01/01
    ND4800MA / ND4800PA          CONVERT COMPONENT SYSTEM TO CASE         14:57:44
                                        CO CO                             MSXXX

    Prop Case No: 804101 1060C164      Item Id: 01  Cust Acct No: 33001
    Local Ref No:                                Turn-In Doc No:
    Initiators Name:                    Org Code:       Phone:(    )    -
     Item Name: COMPUTER, DIGITAL                    NSN: 1010
    Mfg's Code:       Mfg's Name: GATEWAY 2000                  Mfg Year: 2001
     Model No: BATC              Part No: 123
     Serial No: 456          MMA Code:        CC: A4     Cap Sens Code: X
     Item Desc:
         Qty: 25            Unit of Measure: EA      Unit Acq Cost: 2500.00
    Warehouse Loc:              Contr Prop:            Tag No:
    Reimbursement Code: 2      Grantee Prop:      Contr/Grantee No:
    Exc/Sale:   Unclaimed Prop:   Date Found:   /  /   Fair Mkt:
             Shelf Life Type: 0   Exp Date:   /  /    Ext Date:   /   /
    Haz Mat Code:       Precious Metals Code: A


                                               Convert Item (Y/N): _
    Navigation: _____
    Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24---
          HELP  LOPF  PREV  RVW   CNCL                                   EXIT
```

INPUT DATA

- Convert Item (Y/N)   input value = **Y** or **N**

- Press **<Enter>**.

- If the Convert Item field equals **Y**, NPDMS displays the SCREENING TIMEFRAMES (ND5102MB) screen, with the new Property Case Number displayed.

Appropriate data fields are populated and displayed by the system.

```
                  NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM      03/01/01
    ND5102MB / ND4800PA           SCREENING TIMEFRAMES          14:59:40
                                       CO CO                    MSXXX

    Prop Case No:                        CC: A4
    Local Ref No:                        Turn-In Doc No:
    ==========================  Screening Timeframes  ==========================
    Days                           Begin Dates        End Dates
    ----                           ------------        ------------
    21_     Installation Screening:  03  01  2001       03  22  2001
    21_      NASA-Wide Screening:    03  01  2001       03  22  2001

    GSA and the PDO have authorized the following Screening Timeframes:

    21_     Other Federal Screening:  03  23  2001      04  13  2001
    21_         Donation Screening:   04  14  2001      05  05  2001

    Installation Screening Method: C   (C=NPDMS Catalog, F=FAX, L=Local, or
      NASA-Wide Screening Method: C     N=NEMS only)
         Print SF-120 Correction: _   GSA Report Date:    /    /
    Navigation: _____
    Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24---
          HELP  LOPF  PREV        CNCL                                EXIT
```

INPUT DATA

- Days

- Installation Screening

  — Begin Dates   input format = **MM/DD/YYYY**

  — End Dates   input format = **MM/DD/YYYY**

- Days

- NASA-Wide Screening

  — Begin Dates   input format = **MM/DD/YYYY**

  — End Dates   input format = **MM/DD/YYYY**

- Days

- Other Federal Screening

  — Begin Dates   input format = **MM/DD/YYYY**

— End Dates   input format = **MM/DD/YYYY**

- Days

- Donation Screening

  — Begin Dates   input format = **MM/DD/YYYY**

  — End Dates   input format = **MM/DD/YYYY**

- Installation Screening Method   input values = **C, F, L** or **N**

- NASA-Wide Screening Method input values = **C, F, L** or **N**

- Print SF-120 Correction   input value = **C** or **blank** (only if reported)

- Press **<Enter>**. NPDMS verifies entered data and displays appropriate error messages with the cursor placed at the first field in error. After the corrected data has been entered, press **<Enter>**. The system continues to validate each data field until all data passes the edit checks.

- NPDMS re-displays the SCREENING TIMEFRAMES screen (ND5102MB) as long as the user makes changes to any field on this screen.

NOTE: The total screening timeframe is the period from the earliest begin date to the latest end date (e.g., Surplus Property Donation Screening End Date minus Installation Begin Date equals the total screening timeframe). If the total screening timeframe exceeds 130 days, the system issues a warning message. Refer to Appendix I for more screening information.

NOTE: The system calculates Screening Days by taking the difference between the two dates. For example, the system recognizes zero days screening when the begin date is equal to the end date and the system recognizes one screening day when the begin date is July 25, 1994, and the end date is July 26, 1994.

If the property is reported to GSA and the Print SF-120 Correction is equal to **C**, NPDMS displays the following pop-up window ND5100MD:

```
                    NASA PROPERTY DISPOSAL MANAGEMENT SYSTEM        03/01/01
         ND5102MB /                SCREENING TIMEFRAMES             15:14:33
                                                                    MSXXX

         Prop Case No:                        CC: **
         Local Ref No:                        Turn-In Doc No:
         =========================== Screening Timeframes ===========================
         Days                         Begin Dates        End Dates
         ----         ND5100MD
                                      GSA Withdrawal Approval Date:  **  **  ****

                      Withdrawal/Correction Narrative:
                      _____
                      _____
                      _____
                      _____

                        Enter 'C' to Cancel: _

         ------------        ------------
         Navigation: _____
          Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24---
```

INPUT DATA

- Withdrawal/Correction Narrative

- Enter 'C' to Cancel   input value = **C** or **blank**

- Press **<Enter>**.

- NPDMS returns to the SCREENING TIMEFRAMES screen (ND5102MB).

- Press **<Enter>**.

- NPDMS returns to the CONVERT COMPONENT SYSTEM TO CASE screen (ND4800MA) and displays the message *'Component Conversion Successful N10'.* NPDMS then updates the Case History File and Case File; generates an E03 (Delete) to the Transaction History File for the converted Component System Item; and generates an E01 Add Transaction to the Transaction File for the addition of the Case.

NOTE: The initiation of this conversion process may create a performance problem or impose time constraints for completing this function. The user may have to wait a little longer than normal before the final success message appears on the screen. There is a direct relationship between the number of item records involved in the processing, and the time it takes to complete the process (i.e., the more item records in the Component System, the longer time it takes to complete the processing). Processing may involve changing the Component System Level Indicators (i.e., Component System Hazardous Materials Indicator, Precious Metals Indicator, Component System Demilitarization Code, and Component System Artifact Indicator).